



Minutes - APPROVED

Public Records Board
Records Management Committee

Tuesday, May 10, 2022; 1:00
Teams Meeting

Committee Members Present: Paul Ferguson, Abbie Norderhaug and Erin Scharlau

- 1) **Call to order:** 1:00 PM.
- 2) **Approval of February 15, 2022, Minutes:**

Paul Ferguson moved, seconded by Erin Scharlau, that the minutes from February 15, 2022, be approved as submitted. The motion passed.

Member	Aye	No	Abstain
Abbie Norderhaug	X		
Erin Scharlau	X		
Paul Ferguson	X		

- 3) **Review of Records Retention Disposition Authorizations (RDAs) on the Second Quarter 2022 Public Records Board (PRB) Record Series Index:**

There was discussion on the RDA submissions from both state agencies and local governments. Some will be sent back to the submitting party with guidance and suggestions from committee members regarding clarifications or amendments.

Meeting adjourned at 3:30 PM. Motion made by Paul Ferguson, seconded by Abbie Norderhaug. The motion passed.

Member	Aye	No	Abstain
Abbie Norderhaug	X		
Erin Scharlau	X		
Paul Ferguson	X		

Next meeting: July 26, 2022.